



**HEALTH INFORMATION TECHNOLOGY EXCHANGE OF CONNECTICUT  
BOARD OF DIRECTORS REGULAR MEETING MINUTES**

**Tuesday, August 6, 2013**

**4:30 pm – 5:30 pm**

**Bureau of Enterprise Systems and Technology  
East Hartford, CT**

**COMMITTEE MEMBERS PRESENT:** Elizabeth Keyes (for Commissioner Mullen, Chairperson), Steve Casey (for Mark Raymond (Chair/Treasurer), Daniel Carmody (Secretary), Demian Fontanella (representing Victoria Veltri), Ellen Andrews (phone), Commissioner Roderick Bremby (phone), Ronald Buckman (phone), Kevin Carr (phone), Mark Masselli (phone), Angela Mattie (phone), Barbara Parks Wolf

**COMMITTEE MEMBERS ABSENT:** John Gadea, Brenda Kelley, Steven Thornquist, Bettye Jo Pakulis (representing Lieutenant Governor Nancy Wyman)

**HITE-CT & HIT Coordinator:** John DeStefano (Chief Technology Officer), Christine Kraus (Administrative Project Officer), Bruce Chudwick, (Shipman & Goodwin), Kevin McEleney (Updike, Kelly & Spellacy) (phone)

**STATE AGENCY REPRESENTATIVES:** Karen Buffkin (OPM), Vanessa Kapral (DPH), Joan Soulsby (OPM)

**PUBLIC REPRESENTATIVES:** Peter Armstrong

**CALL TO ORDER**

S. Casey called the meeting to order at 4:46 PM.

**EXECUTIVE SESSION**

Pursuant to Conn. Gen. Stat. Section 1-200(6)(B) strategy and negotiations with respect to a pending claim with the Axway contract.

**MOTION** At 4:48 p.m. a motion was made and seconded by R. Bremby and D. Carmody respectively, to move into Executive Session to discuss attorney-client privileged communications relating to the strategy and negotiations with respect to a pending claim with the Axway contract. K. McEleney, B. Chudwick, K. Buffkin, J. DeStefano, C. Kraus, V. Kapral, and J. Soulsby were invited to attend.

Executive Session ended at 5:07 p.m.

**HITE-CT BOARD OF DIRECTORS MEETING MINUTES – July 2, 2013 Meeting Minutes**

**MOTION:** A motion was made and seconded by R. Bremby and L. Keyes, respectively, to approve the minutes. All in favor. **Motion passed.**

**HITE-CT BOARD BUSINESS**

**Treasurer's Report**

C. Kraus provided the current financial status of HITE-CT beginning FY14. For current status as of 7/31/13: total assets = \$363,299.66. HITE-CT's current liabilities are \$2,547,134.66 leaving a net income of -\$36,271.58. C. Kraus explained that the liabilities include unpaid Axway invoices totaling \$2,548,620.50. C. Kraus presented the cash flow document. Total expenses for July 2013 are \$37,757.42.

**MOTION:** A motion was made and seconded by E. Keyes and R. Bremby, respectively, to approve the Treasurer's report. All in favor. **Motion passed.**

## **HITE-CT Agency Business**

### **CTO REPORT**

J. DeStefano noted there was no new business to report.

### **HITE-CT Audit**

C. Kraus reported that HITE-CT received two responses to their proposal for auditing services for the 2012 and 2013 audits. Both firms were qualified, but Mahoney Sabol & Company was selected based on cost. Bruce Chudwick (Shipman & Goodwin) is reviewing their engagement letter. C. Kraus has a preliminary meeting with the accountants on Wednesday, August 7<sup>th</sup> to begin the auditing process.

### **OTHER BUSINESS**

No other business

### **PUBLIC COMMENT**

Peter Armstrong introduced himself.

### **ADJOURNMENT**

**MOTION:** A motion was made and seconded by L. Keyes and R. Bremby respectively, to adjourn. All in favor. **Motion passed.** The meeting adjourned at 5:12 p.m.

### ***SCHEDULE OF MEETINGS***

*September 3, 2013*